



Town of Chichester
Trustees of the Trust Funds
54 Main Street
Chichester, New Hampshire 03258
(603) 798-5350 Fax (603) 798-3170

MAY 19, 2023
TRUSTEE MEETING
APPROVED MEETING MINUTES

The Chichester Trustees of the Trust Funds met at 9:00 AM at Chichester Town Hall on May 19, 2023. The meeting was called to order at 9:00 AM. Trustees present were:

Trustee Blaze Konefal
Trustee Robert Lewis
Trustee Fred Shaw

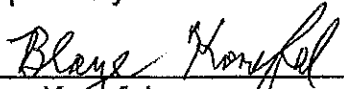
1. Right to Inter – Trustee Shaw provided draft documents prepared by the Cemetery Trustees to clarify that purchase of a cemetery plot confers a right to inter human remains, but does not transfer a real estate interest. This will conform to New Hampshire cemetery statutes. Comments will be reviewed by Trustee Shaw with the Cemetery Trustees.
2. March 24, 2023 meeting minutes – Signed the previously approved minutes of the March 24, 2023 Trustee meeting. Copy provided to the Town Administrator.
3. April 21, 2023 meeting minutes – Reviewed signed approved minutes of the April 21, 2023 Trustee meeting. Copy provided to the Town Administrator's
4. April 2023 TD bank statement – The April 2023 TD Bank Statement was reviewed and reconciled with \$1.00 EOM account maintenance balance. There were no outstanding checks.
5. Cemetery and CRF/ETF accounts – Paper copies of monthly Fidelity statements for Common Trust Fund and Common Capital Reserve Fund was converted to electronic format to reduce paper consumption. Those statements are now available electronically.
6. Town Meeting – Reviewed Minutes of March 18, 2023 Town Meeting regarding Warrant Articles affecting Capital Reserve Funds administered by the Trustees. Reviewed a draft chart prepared by Trustee Lewis that lists all actions taken at Town Meeting that affect CRF accounts. Trustees Konefal and Shaw will review the chart to assure accuracy and clarity.
7. Plodzick & Sanderson 2022 Trust Fund Audit – Trustee Lewis will continue to draft responses to the 2022 audit questionnaire dated February 17, 2023 and Trust Fund documents in connection with the 2022 Plodzick and Sanderson audit of Trustee records.

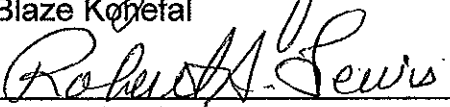
8. Electronic records – Trustees Konefal and Shaw will continue to review paper records to correct errors and account title discrepancies to assure accuracy of all electronic records.
9. Chichester School District Scholarships - Trustee Konefal will obtain information regarding amounts available for 2023 CSD scholarships.

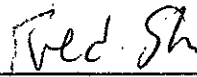
Next scheduled Trustee meeting: June 16, 2023 at Chichester Town Hall at 9:00 AM.

Adjournment: Meeting adjourned at 10:40 AM.

Respectfully submitted:


Blaze Konefal


Robert Lewis


Fred Shaw